City of Topeka - Social Services Funding Priorities - Year _______

Type of Service

Emergency Aid   yes ____ no ____ Comments:

Preventive and Counseling   yes ____ no ____ Comments:

Categories

Contracted City Services – all review current – confirm/add/delete

Aging Services

Medical

Youth Services (all ages)

Food/Clothing/Housing/Utility

Mental Health/Neighborhood

Language Services

Alcohol and Drug - through Alcohol Liquor Tax fund, advised by Topeka-Shawnee County Alcohol and Drug Abuse Advisory Council

Homeless - through Homeless Prevention allocations, advised by Homeless Task Force

Juvenile Justice - through JJA allocations and other sources

Job Skills and Job Seeking (Adults) - through state agencies and others

Housing - through Community Development Block Grant, advised by Community Advisory Council; also Topeka Housing Authority

Type of Funding

Minimum Grants _______   Maximum Grants _______

Core funding for proven programs   Yes ____ No ____
Comments:

New untested programs   Yes ____ No ____  Set-aside Amount ______
Comments:
### Social Service Grants Calendar
(These dates are tentative and are subject to change)

<table>
<thead>
<tr>
<th>Communication</th>
<th>Economic &amp; Community Development (ECD) Committee receives testimony, develops Priorities, and a Budget Recommendation for next funding cycle - December/January</th>
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<tbody>
<tr>
<td></td>
<td>City Council adopts Priorities and Budget Recommendation for next funding cycle - January</td>
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<tr>
<td>Application Process</td>
<td>Request For Proposal released – February 14th</td>
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<td>Application Workshop held by City – February 26th</td>
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<tr>
<td>Intake of Applications</td>
<td>Applications are due April 1(^{st}) by 5:00 pm to the HND office.</td>
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<td>Proposals that do not meet minimum standards for submission will not be eligible for funding. Applicants will be notified April 18th</td>
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<tr>
<td>Review</td>
<td>Newly appointed ECD Committee sets review schedule, determines whether there is a need for expert advisors; invites April</td>
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<td>By May 1(^{st}), applications provided to ECD Committee members for scoring and as well as year-end performance report for prior year grants (City staff)</td>
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<td>Week of May 12-16, presentations by agencies to ECD Committee</td>
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<tr>
<td>Recommendation</td>
<td>Week of May 19-23, ECD Committee will meet for final scoring of applications</td>
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<td>June 1(^{st}) recommendations ready for City Council</td>
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<td>Approval</td>
<td>Approximately June 30(^{th}), City Council adopts City Budget</td>
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<td>July the ECD Committee affirms or adjusts recommendations based on adopted budget</td>
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<td>Council adopts final allocations by August 15(^{th})</td>
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# Grant Scoring Criteria

## Criteria

### Suitability for City of Topeka Funding

- Project consistent with stated City priorities.
  - 15 pts

Note: It is possible that an application would be returned to an applicant with feedback but no funding if the simple answer to the above question is 'No.'

### Issues and Outcomes

- Scope of project is large enough to make a measurable impact on population served.
  - 10 pts
- Outcomes are clear and related to identified needs.
  - 5 pts
- Unduplicated services OR any duplication with other services is explained and adequately defended.
  - 10 pts
- Applicant has achieved outcomes and goals on prior grants.
  - 20 pts

### Capacity

- Organization has the resources to produce the proposed outcomes efficiently and effectively.
  - 10 pts
- Agency has mechanism for client input.
  - 10 pts
- Org. Leadership maintains community-based representation.
  - 5 pts
- Past grant administration is effective.
  - 5 pts

### Collaboration & Partnerships

(Supportive relationships with other organizations, groups, non-profits, for-profits, etc. that benefit the clients served.)

- Government partnerships
  - 5 pts
- Private partnerships
  - 5 pts

### Total

- 100 Points